**2019 Inclusion Award Application**

The Inclusion Award, presented by the Greater Des Moines Partnership, seeks to honor and celebrate the success of organizations that have championed Inclusion in their businesses, organizations and in the community. To qualify for the Inclusion Award, organizations must be a Regional Member or Investor of The Partnership.

**Selection Process:**

A selection committee made up of members of the Inclusion Council, past honorees and The Partnership staff will be formed to evaluate the applications. The top three applicants will be showcased during the Inclusion Forum attended by more than 300 attendees in November where they will be presented with an award.

As part of the award process, The Partnership will coordinate a time with the winners to shoot a 3-5-minute video which will be showcased during the awards ceremony. People who were instrumental in completing applications or people who are instrumental in driving diversity and inclusion initiatives within organizations are strongly recommended to be featured in the video. This is a great opportunity to highlight some best practices and inclusion initiatives in your organization.

Winners will work with our Communications and Marketing team to provide additional photos that will be a part of the video.

The Partnership will also coordinate a full-page feature of the winners in the *Business Record* which will be published in the same week as the awards.

**Timeline *(subject to change):***

Call for applications: June 3, 2019

Deadline to apply: July 22, 2019

Finalize winner: By Aug. 16, 2019

Notify applicants: Week of Aug. 19, 2019

Complete video shoot with winning companies: By end of September 2019

Coordinate *Business Record* article with winners: November 2019

Awards will be given out during the Inclusion Forum in the second week of November 2019

Awards Ceremony: Nov. 15, 2019

Please send all completed applications along with attachments to [spradhan@DSMpartnership.com](mailto:spradhan@DSMpartnership.com)

Nomination Deadline: July 22, 2019.

To ensure formatting issues and integrity of the documents please send them in a .pdf file.

**Contact Information:**

Title:

First Name:

Last Name:

Suffix:

Email:

Contact Number:

Company:

Address Line 1:

Address Line 2:

City:

State:

Zip/Postal Code:

* Please provide a brief paragraph describing your organization (500 words or less).
* Please provide demographic data of your workforce. (Number of males, females, diverse populations, representation of diversity at various levels of leadership, etc.).

Please answer the following questions to the best of your ability in an actual and factual manner.

1. **Attracting and Retaining Talent**: Describe your organization's practices for attracting and retaining diverse talent.

Attach supporting materials as *[Company Name] Attachment 1*.

1. **Inclusive Work Environment**: Explain your organization's practices and initiatives to create an inclusive workplace.

Attach supporting materials as *[Company Name] Attachment 2*.

1. **Focused Education/Communication**: Share your organization's efforts to raise awareness, educate and communicate about diversity and inclusion.

Attach supporting materials as *[Company Name] Attachment 3*.

1. **Marketplace Strategy**: Describe how your organization leverages diversity and inclusion through vendors, products or services.

Attach supporting materials as *[Company Name] Attachment 4*.

1. **Community Support**: Explain your organization's philosophy for supporting diversity and inclusion in the community.

Attach supporting materials as *[Company Name] Attachment 5*.

1. **Untapped Talent**: What initiatives and strategies does your company have in place to attract and retain talent from any of the following categories: foreign-born/immigrants/refugees, ex-offenders, persons with disabilities and/or military?

Attach supporting materials as *[Company Name] Attachment 6*.

1. **Other**: What other initiatives does your organization do to support or leverage diversity and inclusion?

Attach supporting materials as *[Company Name] Attachment 7*.